



# CITY OF LONG BEACH

# R-28

DEPARTMENT OF DEVELOPMENT SERVICES

333 W. OCEAN BLVD, 3<sup>RD</sup> FLOOR • LONG BEACH, CALIFORNIA 90802 • (562) 570-5237 • FAX: (562) 570-6068

December 2, 2014

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. RFP DV14-045 for On-Call Environmental Consulting Services and award contracts to Clark Seif Clark, Inc., of Long Beach, CA; Dudek of Pasadena, CA; Environmental Science Associates, of Los Angeles, CA; HDR Engineering, Inc., of Long Beach, CA; LSA Associates, Inc., of Irvine, CA; Matrix Environmental, LLC, of Los Angeles, CA; Rincon Consultants, Inc., of Ventura, CA; and Terry A. Hayes Associates, Inc., of Culver City, CA, for as-needed on-call environmental consulting services in an annual aggregate amount not to exceed \$3,000,000, for a period of two years, with the option to renew for two additional one-year periods, and authorize the City Manager or designee to execute all documents necessary to enter into the contracts, including any necessary amendments thereto. (Citywide)

## DISCUSSION

City Council approval is requested to enter into agreements with eight firms for on-call environmental consulting services.

The City has historically used consultants on an as-needed basis to prepare environmental documents for projects proposed by private developers and projects proposed by the following City departments: City Attorney; Development Services; Parks, Recreation and Marine; Police; and Public Works. Typical documents prepared by consultants include Environmental Impact Reports, Addenda and Mitigated Negative Declarations prepared to comply with the California Environmental Quality Act, and Environmental Assessments and Environmental Impact Statements prepared to comply with the National Environmental Policy Act.

A Request for Proposals (RFP) was advertised in the Press-Telegram on August 18, 2014, and 3,218 potential bidders specializing in professional, architectural, and technical services were notified of the RFP opportunity. Of those proposers, 127 downloaded the RFP document via our electronic bid system. The RFP document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local minority and women-owned business groups. Twenty-one proposals were received on September 12, 2014. Of those 21 proposals,

three were Disadvantaged Business Enterprises (DBEs), two were Minority-owned Business Enterprises (MBEs), three were Women-owned Business Enterprises (WBEs), ten were certified Small Business Enterprises (SBEs), and four were Long Beach businesses (Local).

A selection committee reviewed the proposals and evaluated each firm on the criteria set forth in the RFP. Eight firms were recommended by the selection committee as having the expertise required to provide a full range of environmental consulting services required by the City. The selection committee determined that the following eight environmental consulting firms submitted the most qualified and responsive proposals based upon the criteria specified in the RFP:

- Clark Seif Clark, Inc., of Long Beach, CA (SBE and Local)
- Dudek, of Pasadena, CA (not an MBE, WBE, SBE or Local)
- Environmental Science Associates of Los Angeles, CA (not an MBE, WBE, SBE or Local)
- HDR Engineering, Inc., of Long Beach, CA (Local)
- LSA Associates, Inc., of Irvine, CA (not an MBE, WBE, SBE or Local)
- Matrix Environmental, LLC, of Los Angeles, CA (SBE)
- Rincon Consultants, Inc., of Ventura, CA (SBE)
- Terry A. Hayes Associates, Inc., of Culver City, CA (DBE, MBE, SBE)

### **Local Business Outreach**

In an effort to align with our outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download RFP specifications. Through outreach, 360 Long Beach vendors were notified to submit proposals, of which 12 downloaded and four submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Linda Vu on October 24, 2014 and by Budget Management Officer Victoria Bell on November 12, 2014.

### **TIMING CONSIDERATIONS**

City Council action to adopt Specifications No. RFP DV14-045 and award a contract concurrently is requested on December 2, 2014, because current on-call contracts will expire on December 31, 2014.

### **FISCAL IMPACT**

The aggregate contract authority requested is a not-to-exceed annual amount of \$3,000,000, for a two-year term with the option to renew for two additional one-year periods. Sufficient appropriations to support this action are budgeted in the Development Services Fund (EF 337) in the Department of Development Services (DV).

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No appropriation increase is required at this time. Any work not currently budgeted will only proceed at such time that appropriations have been approved by City Council. Costs incurred by the Department for environmental consultant services are offset by funds from developers of proposed private projects or by City departments for public projects. The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for 22 full-time employees and one part-time employee residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



AMY J. BODEK, AICP  
DIRECTOR OF DEVELOPMENT SERVICES

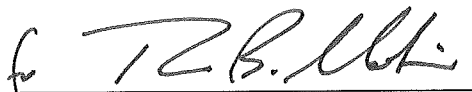


JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

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APPROVED:



PATRICK H. WEST  
CITY MANAGER